

EBOOK

HireRight **Global Guide** to Services

HIRE **RIGHT**[®]

HireRight **Global Guide** to Services

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An aerial photograph of the Nashville, Tennessee skyline. The image shows a dense cluster of modern skyscrapers, including the Pinnacle building and the AT&T Building. A large bridge spans the foreground, and a river flows through the city. The text "Why HireRight?" is overlaid in the bottom left corner.

Why HireRight?



HireRight's Global Solution

HireRight delivers a wide range of background screening, rescreening, and monitoring solutions that span the globe. Our platform makes it easy to order the screening products you need and offers a streamlined user experience for both new hires and existing team members.

Many of the world's most innovative and successful organizations trust HireRight for our technologically-advanced, industry-leading solutions and commitment to customer service.

HireRight's Global Locations



~60M
orders fulfilled
in 2024



34K
total customers



1
global platform



~3K
employees
worldwide



200+
countries &
territories serviced



25
languages
supported



17
global locations

Our global platform delivers a consistent experience for recruiters and candidates.



70 Integrated Solutions

with more than 45 Human Capital Management (HCM) and Applicant Tracking System (ATS) providers



250+ Products & Services

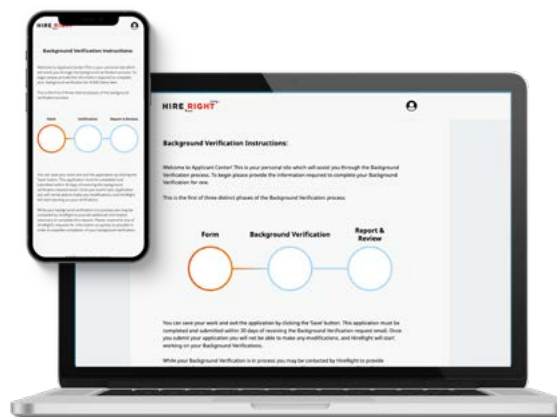
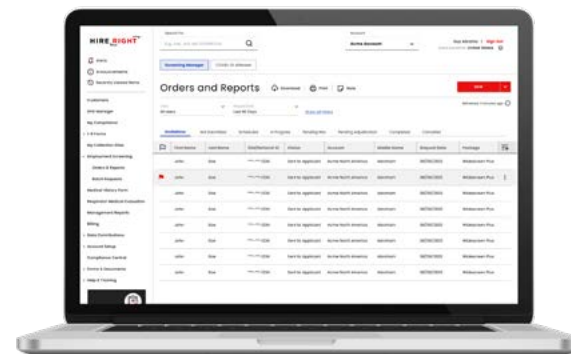
INCLUDING:

- ✓ Criminal background services
- ✓ Financial background services
- ✓ Identity information services
- ✓ Verification services
- ✓ Due diligence services
- ✓ Compliance services
- ✓ Drug & health screening services
- ✓ Driving background services
- ✓ Business services



HireRight Screening Manager

- ✓ Simplified ordering
- ✓ Streamlined workflows
- ✓ Customizable packages
- ✓ Configuration flexibility



HireRight Applicant Center

- ✓ Modern, intuitive design
- ✓ Mobile-optimized
- ✓ Provides exceptional candidate experience

How To Use Our Guide to Services

HireRight's Guide to Services is designed to help you navigate our global offerings, starting with products that function in most parts of the world, followed by examples of our most widely used region-specific products and services. Additionally, we support a number of regulated industries and have included a summary of the products specifically designed to meet regulatory requirements.

HireRight is a global organization with a comprehensive, growing, and evolving product portfolio designed to address the needs of customers worldwide. This Guide to Services provides an overview and does not encompass our full range of products and services. If you have any questions about a specific product in a particular country, please contact HireRight.



How We Support Your Program

HireRight offers services to cover the basic background screening needs for companies in any industry, covering risks particular to both your industry, your unique organization, and the specific roles you are screening for.

EXAMPLES OF A FEW KEY SECTOR VERTICALS ARE:

- ✓ **Education**
- ✓ **Financial Services**
- ✓ **Government**
- ✓ **Healthcare**
- ✓ **Life Sciences**
- ✓ **Manufacturing**
- ✓ **Marketplace / Gig Economy**
- ✓ **Non-Profit**
- ✓ **Pharmaceutical**
- ✓ **Retail**
- ✓ **Technology**
- ✓ **Transportation**

We support companies of all sizes, from large global enterprises to small local businesses, and can help you to create a screening program to meet your specific needs.

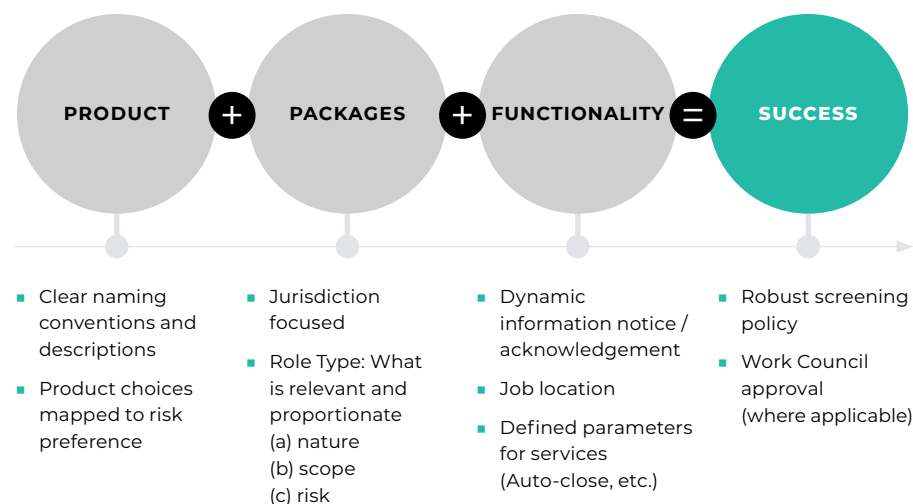
HireRight recommends that you apply a consistent set of criteria for screenings based on the different types and levels of roles for which you may be hiring. This ensures consistency of approach and reflects hiring best practices. This includes setting up standard packages of screening services to be ordered based on position and job location.

When choosing which services to include in each package, it can be helpful to consider the following:

- What credentials and experience do you need to verify to ensure a candidate is qualified for the role?
- What risk could an employee in each role pose to your business and its reputation?
- Do regulations require your company to conduct specific types of background screenings for some or all of your workforce?

When creating your packages, it is also important to only include services that verify details or search for information on your candidates that are relevant and proportionate to the responsibilities of that role.

A successful background screening program may look something like this:



A diverse group of four business professionals are gathered around a table in a modern office. A man in a grey blazer is pointing at a laptop screen, smiling. A woman in a white shirt and glasses is looking at the screen. Another woman in a white hijab and glasses is smiling. A man in a green sweater is also looking at the screen. The background features large windows with a view of a city.

Global Services

HireRight offers more than 250 screening services that our customers can use to screen their permanent and extended workforce across multiple, diverse geographies worldwide.

Global products are designed to work in multiple countries and territories and may not be available in all countries depending on regulation, infrastructure, and need. HireRight understands the complexity of global screening and designs services in a manner that is intended to support compliance with the local laws in the jurisdictions in which they are offered. In addition to this, our platform includes functionality that is designed to help facilitate compliance, for example job location functionality to identify where services can or cannot be run.

program, and tools to quickly create executive-level reports and presentations that showcase this data.

The five key types of insights include a general program overview, turnaround time, work in progress, verification services, and adjudication. These are presented in 11 core dashboards, each with focused metrics essential for understanding your program.

Compliance Services

Adjudication

Streamlines the hiring decision process by comparing the employment screening results of the candidate with the organization's pre-defined hiring guidelines. Self-adjudication and managed adjudication options are available.

Business Services

Extended Workforce Screening

Helps ensure that members of your extended workforce meet your policy requirements by allowing you to set the screening standards your vendors must meet.

HireRight Insights

Quick, insightful, and actionable background screening analytics and data visualizations to help you monitor your program's progress, identify emerging trends, and pinpoint areas for improvement.

HireRight Insights provides dashboards with presentation-ready graphs and charts that let you understand the dynamics of your screening



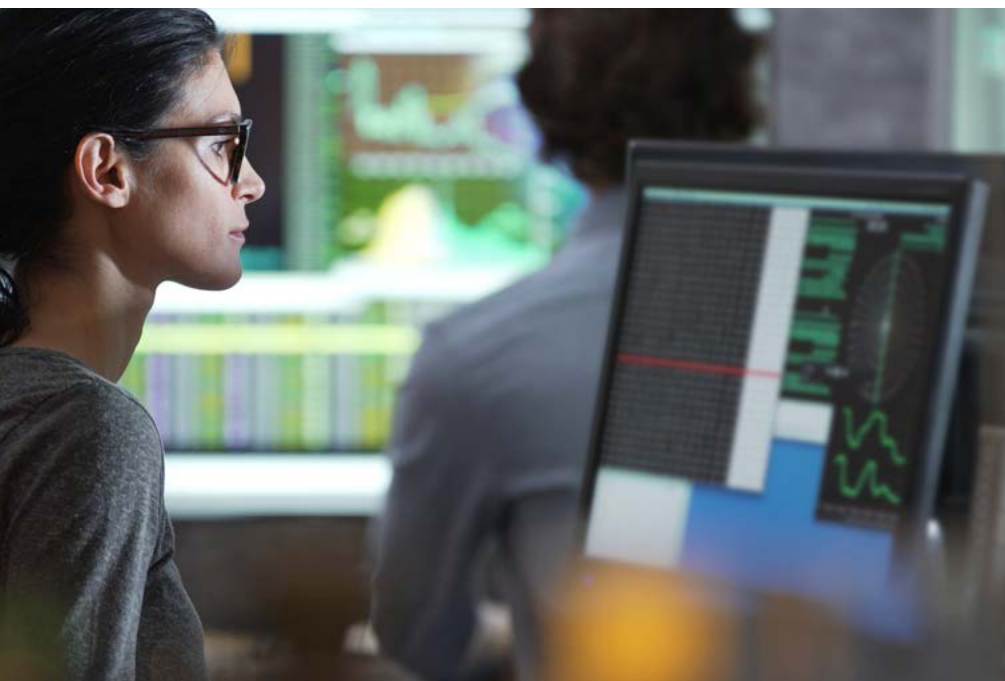
Financial Background Services

Global Credit Search

A single solution for ordering credit checks around the world that searches for a candidate's credit history.

HireRight's Global Credit Search checks a variety of relevant sources using a number of local vendors, available in locations where a candidate has lived, worked, or been educated and gained a credit history.

Global Credit Search is available in 168 countries and territories.



Criminal Background Services

Global Criminal Search

Searches government criminal record sources to identify reportable criminal record information. A single solution for ordering criminal checks around the world.

The method of search, range of sources checked, and time period covered varies according to the local laws and availability of information in the jurisdiction in which the check is being completed.

Global Criminal Search is available in more than 200 countries and territories.

Global Criminal Search uses official government sources for each country. HireRight returns results in compliance with local data processing requirements. For example, Global Criminal Search uses the UK's Basic Disclosure or Standard and Enhanced Disclosure Checks for candidates who will be working in the UK.

Global Sanctions and Enforcement Check

Identifies restricted, sanctioned, and prohibited individuals by searching a database aggregated from the registries of more than 5,500 U.S. and international government and regulatory enforcement organizations. Applicable primary public record source searches are conducted on any potential records identified, and only records validated with the primary source are reported. The service may also identify whether an individual is politically exposed or is a direct family member or close business associate of a politically exposed person.

Global Sanctions and Enforcement is available globally and can support searches for names in any of the world's alphabets including Arabic, Cyrillic, Kanji, Mandarin, and Roman.

Due Diligence Background Services

Address Verification

Verifies address history provided by a candidate and matches information held on searched data sources.

The check can be run on current or all addresses or on specified years of address history. Address Verification is available in more than 140 countries.

Animal Rights Activism Search

Identifies documented occurrences concerning a candidate's animal rights activism. Searches over 20,000 global English-language online and printed media sources including blogs in more than 150 countries.

Adverse Media Search (English)

Identifies reportable adverse public media information about your candidate. Searches over 20,000 global English-language media sources in more than 150 countries. The service does not search social media sites or platforms.

Conduct Search

Checks public records around the world to identify an individual's history of publicly reported conduct.

Sources vary by country and may include national language press databases and/or derogatory media along with publicly available civil records.

Conduct Search is available in more than 150 countries and territories.

Directorship Search

Identifies any directorship appointments a candidate may have held and confirms the details of those appointments.

For the UK, Ireland, and New Zealand, HireRight's Directorship Search will also return previous directorship disqualifications.

Directorship Search is available in more than 170 countries and territories, with each registry vetted to ensure it is an official information source. (Currently not available in the U.S.)

Global Civil Litigation

Identifies reportable information about your candidate, such as financial or business misconduct, mismanagement, or fraud from civil court records.

Social Media Search

Identifies potentially problematic behaviors for potential hires and current employees by searching public content from a wide range of social media sites, including Facebook, Instagram, LinkedIn, and X.

The search focuses solely on job-relevant information as determined by the employer and limits exposure to protected characteristics and class information that would otherwise be revealed. It does not report on behaviors such as mainstream political beliefs or civil political discourse to ensure the findings are balanced and not discriminatory.

Identity Information Services

Global ID Check

Digitally validates a candidate's identity document using the latest AI-driven Optical Character Recognition (OCR) technology to determine whether the document is authentic and if the personal information on it matches the candidate details provided. It can also digitally verify a candidate's identity via an optional digital Liveness and Biometric Face Match feature.

Global ID Check supports all international passports and many other identity documents.

The service is fulfilled by HireRight's digital identity verification partner, Yoti Ltd. Yoti is a certified Identity Service Provider (IDSP) under the UK Digital Identity & Attributes Trust Framework.

Global Right to Work

Supports Right to Work assessments by confirming key information on a candidate's passport, visa, or residency permit and that the document is authentic.

HireRight's Global Right to Work supports all international passports, as well as more than 135 visas and 80 residency permits with a machine-readable zone (MRZ).

HireRight offers a range of screening services designed for candidates working in specific countries. (Currently not available in the U.S.)

Verification Services

Global Education Verification

Attempts to verify candidate-provided education history directly with institutions or their authorized agents. The service confirms start date of education and end date of education (in case of completed education) and the degree received with the institution.

Global Employment Verification

Attempts to verify candidate-provided employment history directly with employers or their authorized agents. The service confirms start and end dates of employment, job titles, and positions held. Self-employment can also be verified. As an optional feature, the service can also collect and verify reasons for leaving previous employers.



Verification Services (continued)

CV Analysis

Compares information provided on the candidate's CV or resume against information they provided during the screening process.

CV Analysis is available globally.

Gap Standard and Enhanced

Identifies gaps in a candidate's education and/or employment history so recruiters have a full and complete history of a candidate to help inform hiring decisions. If any gaps are identified, candidates will be asked to select from one of four gap activities from a pre-defined list to explain the gap.

For Gap Enhanced, the candidate will also be asked to provide documentation to support any gaps in their education and/or employment history.

Gap Standard and Gap Enhanced are available globally.

Professional Reference Check Report

A candidate's named referee is asked to answer pre-defined questions to provide greater insight into the individual's professional background and character.

Professional Reference Check Report is available globally.

Professional Qualification Verification

Verifies a candidate's professional qualifications and trade memberships with the relevant institutions or their authorized agents around the world.

Confirms the award name and institution, the level attained, and the date achieved.

Professional Qualification Verification is available in more than 150 countries and territories.





Country-Specific Services



United Kingdom Services

Staff Check

Identifies a candidate's history of fraud and financial crime committed against UK organizations.

Staff Check searches the Credit Industry Fraud Avoidance System's (Cifas) databases for any records of UK company financial crime or fraud attributable to a candidate. The two databases searched are the Internal Fraud Database and National Fraud Database.

This service is only available to members of Cifas.

UK Credit Check and Address Verification

Identifies reportable adverse financial information on UK candidates and verifies address details provided.

UK Criminal Checks

When ordering a criminal record check for candidates who will be working in the UK, there are three types of checks: Basic, Standard, and Enhanced Disclosure. Each of these checks identify increasing levels of reportable criminal record information via the UK's Police National Computer.

A Basic Disclosure check can be run on any candidate for any purpose and identifies only those convictions and conditional cautions

that are regarded as unspent under relevant periods defined under the Rehabilitation of Offenders Act 1974. Dependent on the location of job, these checks will be ordered from one of the following regional bodies: Disclosure & Barring Service, Disclosure Scotland, or Access NI. HireRight's platform has a built-in intelligent workflow to ensure the customer always submits via the correct regional body.

Standard and Enhanced Disclosure checks, however, can only be undertaken for specific roles, respectively.

A Standard Disclosure check is only legally allowable for roles and duties as prescribed in the Rehabilitation of Offenders Act (ROA) 1974 (Exceptions Order 1975) to identify records of all spent and unspent convictions, cautions, reprimands, and final warnings associated with a candidate.

Digital Identity Verification for Disclosure and Barring Service (DBS) Disclosure Checks

When ordering a Disclosure and Barring Service Disclosure check, employers must verify their candidate's identity either manually or digitally as per DBS identity checking guidelines. Our UK criminal check service includes a digital identity verification option for DBS Basic Disclosure and/or Standard and Enhanced Disclosure checks. With this feature enabled for Basic Disclosures and/or Standard and Enhanced Disclosures, candidates' identities are verified digitally when undertaking a DBS Disclosure check, as applicable.

UK Right to Work

HireRight has partnered with Yoti to deliver digital right to work verification. The service digitally verifies UK or Irish citizens' passports/passport cards, and their identity, to demonstrate their right to work in the UK. HireRight is also able to support customers with administration tasks to support non-UK/Irish citizen right to work checks.

India Services

Moonlighting Check

Helps identify if a candidate has been or is engaged in moonlighting (dual employment) by checking for overlapping dates in a candidate's employment history to confirm if a candidate has been or is working for two or more employers at the same time, a trend that is particularly common in, but not limited to, the Indian IT sector.

The check is performed by obtaining employment history information, which is recorded against a candidate's Universal Account Number (UAN). A UAN is a unique number assigned to salaried employees in India contributing to their Employees' Provident Fund Organization (EPFO), India's retirement savings scheme.



India Database Check

HireRight's India Database Check identifies a wide range of reportable adverse history on Indian candidates from more than 3,700 online and publicly available Indian-specific sources. This includes criminal records, civil litigation, media, sanctions, and watchlist databases.

India EPFO Employment Verification

Verifies Indian employment history using the candidate's Universal Account Number (UAN). The service confirms whether employment information obtained from the candidate's UAN matches the information previously declared by the candidate.

The service does not verify job title.

Permanent Address Verification

Verifies whether the permanent address provided by a candidate matches information held on searched data sources.

A permanent address or registered address, common in the Indian subcontinent, is the residence a candidate designates to receive official documents and correspondence, even though they may not be living there currently. It is also the address that is often listed on candidates' Indian identity documents.

The service is a feature of HireRight's Address Verification service, which can also verify a candidate's current and/or previous addresses, in addition to their permanent address, for a more complete and accurate picture of their address history.

Australia Services

Australia Right to Work

Verifies that a candidate has appropriate and authentic documentation to demonstrate a right to work in Australia in accordance with Australia's Department of Affairs.

Australia 100 Point ID Check

Verifies that a candidate holds authentic Australian identity documentation and that the personal details on the provided identity documents match the information given by the candidate during the check.

The Australia 100-Point ID Check is a personal identification system adopted by the Australian Government, outlining the minimum required documentation to establish a candidate's identity. Identity documents are categorized into primary and secondary documents, allocated points, and used to confirm the candidate's full name, date of birth, and current address.



Australia Financial and Business Interests Check

Identifies reportable financial-related information on candidates with an Australian address history from selected publicly available records in Australia. The service may also identify Australian directorships held, businesses currently owned by the candidate, and disqualifications. The check searches various Australian publicly available sources, which include summary information on bankruptcy-related proceedings, credit-related court actions, disqualified directorships, and current business ownerships.

An Australia Financial and Business Interests Check is most often used for positions where candidates working in Australia or New Zealand will be making financial decisions or have access to funds, assets, financial information, or customer data, where there is a greater opportunity for fraud or theft.

New Zealand Services

New Zealand Right to Work

Verifies that a candidate has appropriate and authentic documentation to demonstrate a right to work in New Zealand in accordance with Immigration New Zealand guidance.



Japan Services

Japan Anti-Social Forces Check

Searches publicly available reported criminal activity and anti-social forces records to identify if a candidate has any connection to organized crime or anti-social forces in Japan or has been involved in criminal activities.

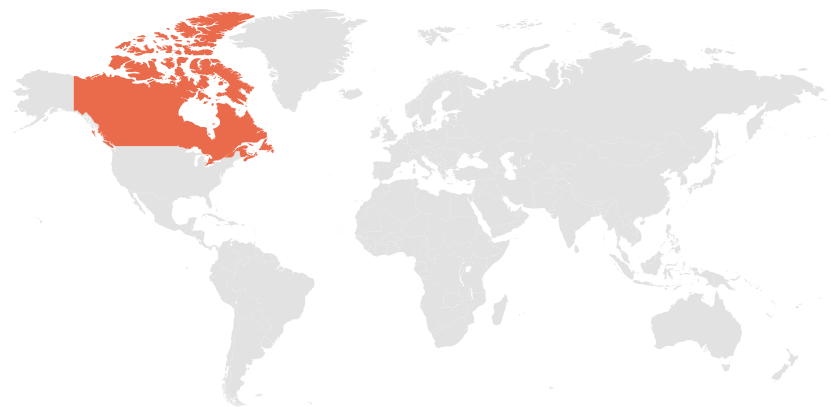
The term anti-social forces is the official term used by the Japanese government to refer to organized crime groups.



Canada Services

Canada Criminal Check

Conducts a name-based criminal record verification utilizing data from the Canadian Police Information Centre (CPIC), a central national database maintained by the Royal Canadian Mounted Police (RCMP) and used by law enforcement agencies across the country.





United States Services

Business Services

Work Opportunity Tax Credit (WOTC)

Helps U.S. employers optimize WOTC opportunities available to those who hire and retain qualified individuals who have historically faced barriers to employment. Candidates are invited to complete an online tax credit questionnaire as part of the screening process. Once completed, HireRight verifies eligibility, secures the tax certificate from the respective state agency, and notifies the employer of available tax credits for each candidate. Employers who fully utilize the WOTC program can potentially reduce their tax bill, delivering bottom-line savings for their organization.

Criminal Records Background Services

Arrest Record Monitoring

Provides ongoing post-hire arrest record monitoring alerts. If a new potential arrest is reported in the monitored nationwide arrests dataset, HireRight will verify the potential arrest at the source prior to reporting a confirmed, reportable arrest to the customer. This information can act as an early warning signal to alert employers of recent arrests or charges that might be forthcoming.

County Civil Records Search

May reveal lawsuits, liens, judgements, and other types of non-criminal actions in state courts of general jurisdiction, such as superior or circuit courts. Searches for civil court records where the candidate is involved as either a plaintiff or defendant in the state court located in the county where the suit was filed.

Criminal Record Monitoring

Provides post-hire monitoring and reporting of new criminal and offense records, sex offender registries, and certain prohibited parties, sanctions, and exclusion records from the previous month. These new records may not have appeared in a prior background check, a rescreen, or a Criminal Record Monitoring Baseline. A Criminal Record Monitoring Baseline, similar to a rescreen, can be ordered when the monitoring service is first ordered, and provides a comprehensive view of existing reportable records, before the monthly monitoring begins.

Criminal Felony and Misdemeanor (CrFM) Rapid

HireRight's innovative U.S. county-level criminal check service that searches for county-level criminal and offense records in all U.S. counties.

The service leverages the power of two potential search methods—a database search and a traditional courthouse search—to deliver results as quickly and cost-effectively as possible; helping speed up time to hire and reduce onboarding costs.

County Criminal, Felony and Misdemeanor Records Search

Identifies potential criminal and offense records by searching county court records in the requested jurisdiction(s).

United States Services (continued)

Federal Criminal Records Search

Identifies whether a candidate has a history of federal crimes, which are prosecuted in U.S. District Courts and generally include incidents that violate federal law or occur on federal property.

Prohibited Parties Check

Helps identify individuals who are not allowed to do business in the U.S. or are deemed to be a threat by the federal government. Identifies if an individual may be a known terrorist, specially designated national, narcotics trafficker, or other sanctioned individual by searching relevant U.S. databases and watch lists, including the Office of Foreign Assets Control (OFAC) and the Specially Designated Nationals (SDN) List.

Statewide Criminal Records Search

Where available, this search reveals a candidate's criminal and offense history in a specified state, as reported by a statewide criminal history database or repository.

State Sex Offender Registry Search

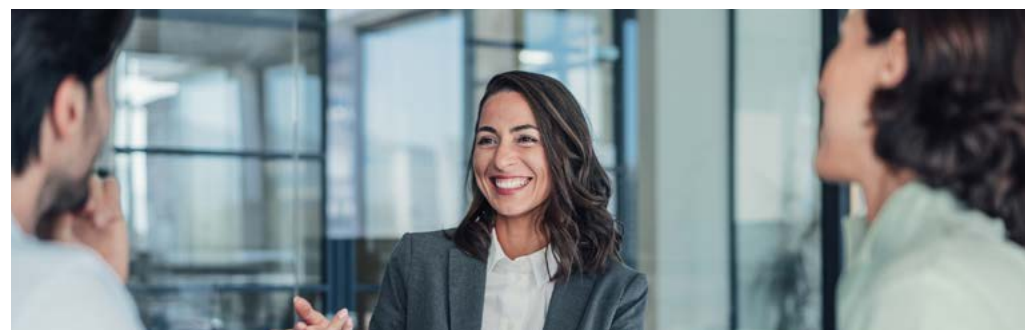
Identifies whether a candidate is a registered sex offender by checking the sex offender registry of any one of the 50 states or the District of Columbia.

National Sex Offender Registry Search

Expands the sex offender search by utilizing the National Sex Offender Public Website, which searches sex offender registries of all 50 states, the District of Columbia, all U.S. territories, and participating federally-recognized Indian tribes.

Widescreen Plus™

Broadens the review of a candidate's criminal history by searching a database comprised of hundreds of millions of records. This is a "tip or lead" search that enables organizations to identify additional jurisdictions to search beyond a candidate's known address history and stated work/school locations. Primary source searches are conducted in the jurisdictions identified by the Widescreen Plus™ search, and only reportable records obtained from the primary source are included.



Financial Background Services

Credit History Check

Reveals the credit history of a candidate as reported by a U.S. nationwide credit bureau, and provides information such as account status, accounts in collections, and inquiries by third parties.

Federal Bankruptcy Search

Reveals a candidate's bankruptcy filings, including pending and previous bankruptcy filings, using the Federal Public Access to Court Electronic Records (PACER) system.

United States Services (continued)

Driving Background Services

Driver Monitoring

Ongoing monitoring of changes to a driver's motor vehicle record can help reduce risk and lessen the manual administrative time associated with ordering and reviewing employee driving records. Through partnerships with industry-leading driver monitoring providers, this service provides access to driving records in all states and checks for new violations, DUI/DWI convictions, invalid licenses, and approaching license or medical certification expirations where available. Timely alerts are provided when recent MVR activity is identified.

Motor Vehicle Records Check

Provides the candidate's driving record from the state in which the individual driver is licensed (state of record). Reports the status of the individual's driver's license, license type, endorsements, restrictions, driving violations, suspensions, and revocations.

Motor Vehicle Record (MVR) Automatic Adjudication

HireRight's MVR automatic adjudication service streamlines the time-consuming process of manually reviewing the various violations returned within the driver's motor vehicle report. The employer provides an MVR grading spreadsheet to HireRight which maps the point values the employer wants assigned for each violation and the corresponding time period. The accumulated point totals and types of violations found determine the appropriate initial adjudication status to apply during the review process. The service simplifies the review process by flagging specific MVRs for further review, and can be used with MVR Standard or MVR Express products.

Due Diligence Background Services

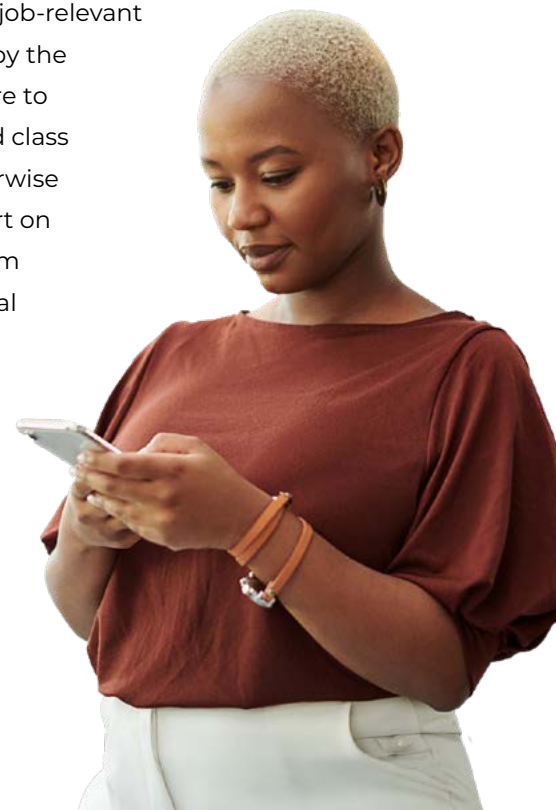
Executive Intelligence

Coordinated by a dedicated research analyst, this solution provides a detailed, research-focused search and a final report when hiring for high-risk or high-profile positions.

Social Media Search

Identifies potentially problematic behaviors for potential hires and current employees by searching public content from a wide range of social media sites, including Facebook, Instagram, LinkedIn, and X.

The search focuses solely on job-relevant information as determined by the employer and limits exposure to protected characteristics and class information that would otherwise be revealed. It does not report on behaviors such as mainstream political beliefs or civil political discourse to ensure the findings are balanced and not discriminatory.



United States Services (continued)

Identity Information Services

U.S. Employment Eligibility Verification: Form I-9 and E-Verify

Web-based worksheets guide employers and candidates through the completion of an electronic Form I-9. Through an integration with the USCIS E-Verify system, the solution also offers E-Verify-enrolled employers the ability to quickly determine an individual's eligibility to work in the U.S.

Remote I-9

An off-site, in-person Form I-9 completion and physical document inspection service. Provides employees with the ability to meet with one of more than 5,000 in-network authorized representatives, to complete Section 2 of Form I-9 and verify documents in person with the employee.

Virtual I-9 Solution

Provides eligible employers with the ability to complete Form I-9 Section 2 verifications and Supplement B reverifications remotely, using a large network of U.S.-based authorized representatives to verify candidate documentation via live video call.

When using this solution, candidates no longer have to present their documentation in-person for verification by their prospective employer or their authorized representative.

Solutions provided by a third party under contract with HireRight.

Social Security Number Validation

Identifies if a Social Security Number (SSN) is valid using information from the Social Security Administration (SSA) and checks the SSA Death Master Index to help detect anomalies. Note: the SSN Validation check does not confirm that the SSN belongs to the named individual.

Social Security Number Verification

Verifies that the name and SSN provided by the individual match by verifying the information directly with the Social Security Administration (SSA).

Social Security Number Trace

Obtains the names and addresses associated with the use of the individual's Social Security Number. This information may be used to conduct additional public records searches within the jurisdictions corresponding to the candidate's name and address history.

Verification Services

Education Verification

Confirms a candidate's credentials by verifying that a degree, certificate, or diploma was awarded by an accredited educational institution. Verifications can be conducted worldwide and are obtained either directly with an institution or from its authorized agent.

For customers seeking to achieve a higher verification rate, the HireRight Education Verification Plus option can be selected upon submission for an additional fee. HireRight Education Verification Plus requests will remain open for up to 30 business days.



United States Services (continued)

Employment Verification

Attempts to verify a candidate's work history, such as company names and locations, dates, positions or titles held, directly with former employers or their authorized agents.

For customers seeking to achieve a higher verification rate, the HireRight Employment Verification Plus option can be selected upon submission for an additional fee. HireRight Employment Verification Plus requests will remain open for up to 30 business days. As an optional feature, the service can also collect and verify reasons for leaving previous employers.

Military Record Verification

Attempts to verify a candidate's dates of active duty, last duty assignment, rank, and separation information through the U.S. Department of Veterans Affairs, or via a Certificate of Release or Discharge from Active Duty (DD Form 214).

Occupational License and Certification Monitoring

Verifies each license or certification at the primary source in order to establish and track the expiration date. Once verified, at regular intervals before the expiration date, employers and the license or certification holder will receive a reminder notification of the upcoming expiration date. In addition, HireRight will check for license status changes at intervals near the expiration date. If there is a verified status change, customers will receive a status change alert.

Professional License Verification

Verifies an individual's professional license with the applicable issuing authority, reveals disciplinary actions if reported by the issuing authority, and identifies renewal and expiration dates.

Professional Reference Check

Uses a set of standard, open-ended questions to interview a candidate's references and generates a report based on the responses which can provide greater insight into the individual's professional background.





Drug and Health Screening Services

HireRight offers a range of Drug and Health screening services worldwide. Available services may vary by country.

Alcohol Testing

Tests for the presence of alcohol to help determine an individual's potential alcohol use. Several test methods are offered, including breath, saliva, and blood tests.

Drug Testing

Tests for the evidence of illicit drug use with urine, hair, or saliva testing. HireRight provides a variety of panel configurations and either lab-based or instant test options.

Lab-Based Oral Fluid Testing

Lab-based oral fluid drug testing is simple and economical to use. It is one of the best methods for detecting recent drug use (within minutes up to 24-48 hours after use) and is nearly impossible to tamper with since the collection is done in full view of the administrator. Portable collection kits are provided to the employer, which include the testing devices, instructions, chain-of-custody forms, and envelopes for shipping the specimen to the lab for testing. Multiple testing panel options are available, including tests for prescription drugs.

Instant Oral Fluid Testing

A small sample of saliva is collected via a mouth swab from the donor under the direct supervision of a company representative. Employers can test up to 10 different drugs simultaneously with negative results returned in minutes. The solution is designed to work in conjunction with the integrated third-party mobile application that will automatically read and interpret the test results onsite. In the event of a non-negative test, a lab confirmation test would be needed.



Rapid Urine Testing

Provides rapid, under-seal instrument-read urine drug screening results for up to 13 different drug classes in minutes. The specimen sample is sealed and loaded into the electronic reader for test interpretation. Because the test results are instrument-read, it decreases the subjectivity of human interpretation and possible error. Candidates can choose the most convenient clinic for their testing needs from thousands of facilities in the U.S.

Hair Testing

Tests for the evidence of illicit drug use with lab-based hair tests, providing an extended detection time and more in-depth analysis of an individual's historical drug use than other drug test methods. Can be added as a standalone product or a supplement to DOT drug testing programs.

Full Drug & Health Screening Coordination Services

Provides end-to-end drug and health screening coordination, from finding an appropriate testing location for employees to ensuring all necessary paperwork is ready at the testing location, alleviating time spent on extensive drug and health screening coordination details.

Medical Questionnaire

Helps determine whether candidates or employees meet certain medical or physical requirements for an assigned job position or promotion. The results can be used to determine if additional laboratory tests, services or vaccines are needed. HireRight offers the following questionnaires: OSHA Respirator, Vaccinations, COVID-19, and Tuberculosis (TB). Responses are collected electronically through HireRight's Applicant Center process and are available in real-time via the Screening Manager Platform.

Occupational Health Services

Includes a full range of services to help employers meet their policy and contract obligations, including vaccines and titers, blood tests, vision tests, pulmonary function tests, chest x-rays, respirator fit tests, CBC differentials, urinalysis, lipid panels, SMA, audiogram, tuberculosis testing, and lift tests.

Physical Exam

Examines candidates to determine whether they meet physical standard requirements for working in safety-sensitive positions. Qualified medical examiners from a national medical clinic network perform the physical examinations and determine the final results.

Random Program Management

Offers random drug and alcohol testing program services for employers who are required to include their safety-sensitive employees in a federally mandated testing program, as well as employers who implement random programs based on company policy. Provides multiple random pool options, and access to view real-time test statuses on selected employees, as well as historical draw and roster details.





Industry-Specific Services

Financial Services

HireRight offers a range of services for candidates working in the Financial Services sector in the key financial hubs e.g., United Kingdom, Singapore and the U.S. (as well as many others).

These services help customers in the Financial Services sector to ensure candidates are suitable for carrying out financial regulated roles. They focus primarily on ensuring that candidates meet the “fit and proper” requirements under the various regulatory frameworks. This is either via specific reference templates or products designed to gather conduct information, for example in compliance with the UK’s Financial Conduct Authority (FCA) guidelines, or to provide broader checks for those applying for unregulated roles.

United Kingdom Services

HireRight’s service offering supports compliance with the FCA guidelines in the UK and cover both those roles regulated under the Senior Managers and Certification Regime (SMCR) and non-regulated staff under conduct rules. HireRight’s platform has a built-in intelligent workflow to assist in ensuring the correct service level is applied to each role type, avoiding the need to create multiple packages.

Fitness and Propriety Check

Questionnaire based on the UK FCA’s Form A to help assess whether a candidate meets the FCA’s Fitness and Propriety standards or Conduct Rules.

This service is only available for UK Financial Services roles or within an organization subject to FCA Conduct Rules.

Criminal Checks for Financial Services

The SMCR regime is complex in its requirements. To establish fitness and propriety and dependent on role type, a financial services customer should run either a Standard Disclosure (for Senior Managers/Controlled Functions) or a Basic Disclosure (for non-regulated staff and all other regulated roles).

Regulated Employment for UK Regulated Roles

Verifies current or past employment details provided by your candidate with employers or their authorized agents.

Details are verified in accordance with the SMCR rules set out by the FCA and Prudential Regulation Authority (PRA).

The service is only available for UK roles regulated under the SMCR rules set out by the FCA and PRA.

Staff Check

Staff Check identifies a candidate’s history of fraud and financial crime committed against UK organizations. Staff Check searches the Credit Industry Fraud Avoidance Systems’ (Cifas) databases for any records of UK company financial crime or fraud attributable to a candidate. The two databases searched are the Internal Fraud Database and National Fraud Database. Only available for members of Cifas.

Financial Services (continued)

Singapore Services

Regulated Employment for Singapore Regulated Roles

Verifies a candidate's current or past employment details in accordance with the Monetary Authority of Singapore (MAS).

The service is only available for roles in Singapore regulated by MAS Financial Policy Committee guidelines as per the Securities and Futures Act and Financial Advisers Act Due Diligence Circular.

Fitness and Propriety Check

Questionnaire based on MAS guideline FSG-G01 to help assess whether the candidate meets the fit and proper criteria required by MAS.

Global Civil Litigation and Global Credit Search

Two services developed to support the MAS regulated entity in assessing the financial soundness of their candidate as required under the MAS Fit & Proper criteria.



Global Services

Global Sanctions and Enforcement Check

Sanctions checks are often required in regulated industries, including Financial Services. HireRight's product is a search of more than 4,000 registries held by international government and regulatory enforcement agencies to identify restricted, sanctioned and prohibited individuals. This includes many sources that cover enforcement notices under various financial regulatory regimes. The service can also be tailored to specific sanctions/enforcement sources and/or countries as requested.

In addition to this, the service also identifies whether an individual is a Politically Exposed Person.

International Financial Regulatory Body Search

Checks publicly available registers of financial market regulatory authorities to identify individuals who are or who have been regulated. The information returned depends on the policies of the regulatory body searched. It may also include information on prohibition orders, sanctions and/or fines issued against that individual.

International Financial Regulatory Body Search is available in 21 countries.

Regulated Employment for Regulated Roles

Verifies current or past employment details provided by your candidate in accordance with requirements for the following financial market regulators around the world:

- Australian Banking Association
- Australian Securities & Investments Commission
- Hong Kong Monetary Authority
- Bank Negara Malaysia
- Monetary Authority of Singapore
- Financial Conduct Authority and Prudential Regulation Authority (UK)



Healthcare Services

HireRight offers a range of screening services for the Healthcare industry. These are only available for screening candidates working within the U.S.

Office of the Inspector General (OIG) List of Excluded Individuals/Entities Check (LEIE)

Identifies if an individual is currently excluded from participation in Medicare, Medicaid, and all other federal healthcare programs through a search of the Department of Health and Human Services (DHHS) Office of the Inspector General (OIG) List of Excluded Individuals/Entities (LEIE) for exclusion actions taken by the OIG against individuals.

GSA SAM EPLS Check

Helps determine if an individual is currently excluded from receiving federal contracts, certain subcontracts and certain types of federal financial and non-financial assistance and benefits. Searches the General Services Administration's (GSA) System for Award Management (SAM), which includes the Excluded Parties List System (EPLS), for debarment actions taken by various federal agencies, including actions taken by the OIG, against the individual.

Healthcare Sanctions Check

Helps determine if an individual has been sanctioned or excluded from participating in federal and state healthcare programs, and may also identify whether disciplinary action has been taken against the individual by a state licensing or regulatory agency. Various levels of searches are available; the level chosen will determine the scope of information searched. HireRight Healthcare Sanctions searches may also be run on a periodic or recurring basis for employees.

Healthcare Statewide Criminal Check

Performs a search of a statewide repository (where available) of criminal history information that may contain records of misdemeanors, felonies, and offenses committed by an individual.



Healthcare Services (continued)

Healthcare Sanctions and Actions Monitoring

Provides a comprehensive, roster-based daily scan that identifies individuals with newly reported sanctions or actions. This service can help employers identify employees who may pose a safety risk to patients and a financial and reputational risk to organizations. Monitoring is available in three search levels; Federal, StateMed, and All.

National Practitioner's Data Bank (NPDB) Check

Obtains information about payments made on behalf of physicians in connection with medical malpractice settlements or judgments, as well as certain adverse actions against licenses, clinical privileges, and professional society memberships of physicians and other healthcare practitioners. Only available for organizations that are required by law to search the NPDB.

Nurse Aide Registry Check

Searches the applicable state registry to confirm a nurse aide's credentials and that the aide's certification is in good standing.

Adult Abuse Registry Check

Searches the applicable state registry (where available) to determine if a caregiver has been placed on a registry for abuse, neglect, exploitation, or misappropriation of a vulnerable adult. If an individual has been placed on a registry, it is not necessarily an indication that the individual has been convicted of a crime.

The information contained in the registry varies by state, and the details returned may include reasons for being placed on the registry.

Child Abuse Registry Check

Searches the applicable state registry (where available) to determine if an employee working with children or minors has been placed on a registry for abuse, neglect, exploitation, or misappropriation of a child. If an individual has been placed on a registry, it is not necessarily an indication that they have been convicted of a crime.

The information contained in the registry varies by state, and the details returned may include reasons for being placed on the registry.

FDA Debarment List Check

Searches the U.S. Food and Drug Administration (FDA) Debarment List to confirm that an individual has not been barred or precluded from doing research or being involved with biologics, cosmetics, drugs, foods, medical devices, radiation-emitting electronic products, or veterinary products.

Medical Credentialing Solutions Checks

Contacts the primary organizations or sources reported by candidates to verify the qualifications and experience of medical professionals, including their licenses, education, training, experience, skills, and professional reputation.

Occupational License and Certification Monitoring

An easy-to-maintain, roster-based solution that tracks license and certification expiration dates that you choose to monitor.

Healthcare Services (continued)

Institutional Privileges and Status Verification

Checks if the individual has been granted institutional privileges and the status of those privileges at current and past health care organizations in the United States, Canada, Europe, the Middle East, Africa, and the Asia-Pacific region.

Professional Liability Coverage and Malpractice History Verification

Checks if an individual has valid professional liability insurance coverage. Information may also be returned about pending or resolved malpractice notices, claims or lawsuits in the United States.

Verification of Clinical References

Obtains information about an individual's clinical skills, experience and character from peers in the United States, Canada, Europe, the Middle East, Africa, and the Asia-Pacific region..

DEA Controlled Substance License Verification

Checks the U.S. Drug Enforcement Administration (DEA) database to verify if an individual has an active license and correct certification level to prescribe medicines deemed as controlled substances.



Transportation Services

HireRight offers a range of screening services for the Transportation industry. These are only available for screening candidates working within the U.S.

Motor Vehicle Record (MVR)

Identifies the status of a candidate's driver's license, license type, endorsements, restrictions, driving violations and suspensions. HireRight MVR Standard service returns MVRs from all 50 states (plus Washington, D.C.) generally in three to 30 hours. HireRight MVR Express service provides instant access on a real-time basis to 48 states (plus D.C.).

Motor Vehicle Record (MVR) Automatic Adjudication

HireRight's MVR automatic adjudication service streamlines the time-consuming process of manually reviewing the various violations returned within the driver's motor vehicle report. The employer provides an MVR grading spreadsheet to HireRight which maps the point values the employer wants assigned for each violation and the corresponding time period. The accumulated point totals and types of violations found determine the appropriate adjudication status to apply during the review process. Please note, HireRight will not adjudicate to "does not meet company standards" or other equivalent statuses. The service can be used with MVR Standard or MVR Express products.

DAC Employment History File (EHF)

The DAC EHF database provides instant access to detailed driver work histories of terminated drivers with a commercial driver's license (CDL). It includes information from 2,500+ participating companies and more than six million records.

Commercial Driver's License Information System Plus (CDLIS+)

Helps fulfill the Federal Motor Carrier Safety Administration's (FMCSA) requirement to obtain driving histories on commercial drivers from all states in which a license was held in the past three years. The search verifies the current state and commercial driver license (CDL) number of a driver, as well as up to three prior CDLs the driver may have held. CDLIS+ includes a search of AAMVA's CDLIS database and HireRight's proprietary Multiple License File, which can provide additional state driver's license information if not reported by CDLIS.



Transportation Services (continued)

CDLIS+ Complete

Provides Motor Vehicle Reports (MVRs) and/or Pre-Employment Screening Program (PSP) reports automatically based on state license information reported from HireRight's CDLIS+ search. Options include the following automated orders: CDLIS+ to MVR; CDLIS+ to PSP; CDLIS+ to MVR and PSP.

FMCSA Drug & Alcohol Clearinghouse

Helps satisfy the requirement to query the FMCSA National Drug and Alcohol Clearinghouse database to check that current or prospective drivers are not prohibited from operating a commercial motor vehicle due to an unresolved drug and alcohol program violation. HireRight offers multiple query options (pre-employment, full query, limited query and limited query with automatic consent request). The solution also supports batch ordering for large volumes of drivers that need to be ordered on an annual basis.

DOT Compliance (DOT Employment and Drug/Alcohol Verification)

Reports a combined verification on a driver's employment and drug/alcohol history. Includes basic employment verification information as well as inquiries into drug/alcohol violation histories and DOT accident histories for DOT-regulated positions.

Driver Qualification File (DQF) Management

A cloud-based solution that streamlines the complicated, labor-intensive process of maintaining driver qualification files and ensures employers are always audit-ready with 24/7 electronic access to critical documents required by the U.S. Department of Transportation. The system automatically monitors driver files and allows employers to set electronic notifications of pending expirations. Color-coded dashboards and graphs provide a 360-degree view of the total compliance status with drill-down and extensive reporting capabilities.

*The Driver Qualification File Management Solution is provided by BeaconInsight, a third party not affiliated with HireRight, under separate terms and conditions with BeaconInsight.



Transportation Services (continued)

FMCSA Pre-Employment Screening Program (PSP)

Provides driver records contained in the Federal Motor Carrier Safety Administration's PSP, which includes the most recent five years of crash data (DOT recordable accidents) and three years of roadside inspection data from the Motor Carrier Management Information System (MCMIS) database.

DOT Drug Test

Tests for the presence of illicit substances using a five-panel DOT-compliant drug test and Federal Custody and Control Form (CCF). Helps regulated employers satisfy the Department of Transportation (DOT) drug testing compliance requirements including pre-employment, post-accident, random, reasonable suspicion, follow-up, and return-to-duty testing.

DOT Alcohol Test

Tests for the presence of alcohol using a DOT-approved device and DOT Alcohol Testing Form to help determine potential alcohol use. Helps regulated employers satisfy the DOT alcohol testing compliance requirements including post-accident, random, reasonable suspicion, follow-up, and return-to-duty testing. Several alcohol test methods are available, including breath and saliva options.

DOT Physical Exam

Helps organizations support pre-employment, follow-up and periodic examinations and satisfies DOT physical examination compliance requirements for individuals with a Commercial Driver's License (CDL). Certified medical examiners from a national medical clinic network perform the physical examinations and determine final results.

Federal Aviation Administration Checks

Provides the following options: FAA Pilot Accident/Incident Check; FAA Airframe and Power Plant License; FAA Pilot Records Improvement Act (PRIA) Employment; FAA Pilot Records Improvement Act (PRIA) Certification; FAA Department of Transportation (DOT) Drug/Alcohol two-year, and five-year (Pilot) verifications.

Driver Risk Management Solutions

Driver License Monitoring

Ongoing monitoring for changes to a driver's motor vehicle record helps reduce risk and the manual administrative time associated with ordering and reviewing employee driving records. HireRight's Driver Monitoring service has direct access to all state licensing agencies and checks for new violations, DUI/DWI convictions, invalid licenses, and approaching license or medical certification expirations where available. Timely alerts are provided when recent MVR activity is identified.

CSA Monitoring

While companies can't directly control their FMCSA Compliance, Safety, Accountability (CSA) score, they can take steps to proactively review, address, and manage safety incidents and trends that may impact their score. With CSA monitoring, companies can receive daily updates on new activities such as: driver citations, license status, medical certificates, endorsements, roadside inspections, citations, and DOT-reportable crashes.

Telematics Aggregation

Centralizes and compiles telematics data generated from multiple company devices and sources into clear and actionable insights. Receive real-time alerts for drivers exhibiting possible high risk driving behavior, with notifications for speeding, phone use, crashes, drowsiness, high-risk trips, and more.

Driver Training

In-depth online driver training with more than 400 courses available for all drivers and vehicle types covering safety, training, defensive driving skills, post-incident refreshers, and regulatory training. The program features built-in recommendations for courses based on specific violations or alerts to support remediation of risky behavior. Assign, monitor, and track training in one convenient dashboard.

*HireRight's Driver Risk Management Solutions are provided by SambaSafety, a third party not affiliated with HireRight.



Delivering comprehensive, global solutions

HireRight is a leading global provider of technology-driven workforce risk management and compliance solutions. We provide comprehensive background screening, verification, identification, monitoring, and drug and health screening services for approximately 34,000 customers across the globe. We offer our services via a unified global software and data platform that tightly integrates into our customers' human capital management systems enabling highly effective and efficient workflows for workforce hiring, onboarding, and monitoring. In 2024, we screened more than 60 million job applicants, employees, and contractors for our customers and processed more than 120 million screens.

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